

Frederick County Fire and Rescue Advisory Board Meeting

Meeting Minutes

APPROVED

Date: December 14, 2020, 1900 hours

Location: WebEx Virtual Meeting

Attendance:

Battalion 1 (Todd Johnson).....	Present
Battalion 2 (David Remsburg)	Present
Battalion 3 (Susan Nicol)	Present
Battalion 4 (Micky Fyock)	Absent
Battalion 5 (Allen "Frank" Davis)	Present
Career Rep (George Lane)	Absent
Career Rep (Kevin Schmidt).....	Present
Citizen Rep (Susan Reeder Jessee)	Present
Citizen Rep (Gunnar Pedersen)	Present

Nonvoting Reps:

Frederick County Executive (Jan H. Gardner).....	Absent
Jurisdictional Medical Director (Dr. Jeffrey Fillmore)	Present
Fire & Rescue Services (Chief Tom Coe).....	Present
Volunteer Fire & Rescue Assoc. (President Alan Hurley).....	Present
Volunteer Fire & Rescue Services (Chief Kevin Fox).....	Present
Local #3666 (President Stephen Jones)	Present

Guests: Ben Nalborczyk, Chief, New Market District Volunteer Fire Department

**Frederick County Fire Advisory Board Meeting
December 14, 2020**

I. CALL TO ORDER:

Chairman Todd Johnson called the meeting to order at 7:00 p.m.

II. ROLL CALL OF VOTING AND NONVOTING MEMBERS:

Absent was:

1. Micky Fyock, Battalion 4 Representative
2. George Lane, Career Representative
3. Jan Gardner, County Executive

III. INTRODUCTION OF GUESTS:

Ben Nalborczyk, Chief, New Market District Volunteer Fire Department

IV. APPROVAL OF PREVIOUS MEETING MINUTES:

Motion to approve November minutes: Moved by Susie Nicol
Seconded by Susan Reeder Jessee

VOTE: YES: 7 NO: 0 ABSTAIN: 0 PASSED

V. BOARD MEMBER COMMENTS:

None.

VI. PUBLIC COMMENTS:

None.

VII. EX OFFICIO MEMBER REPORTS:

A. Frederick County Executive, Mrs. Jan Gardner:

As County Executive Jan Gardner was absent, no report was given.

B. Jurisdictional Medical Director, Dr. Jeffrey Fillmore:

COVID

Pfizer vaccine will be going to Health Department for primary use at the hospital. The Moderna vaccine will be available to EMS/Fire Rescue in January.

The number is EMS transports are level, although the tests are up. The number of patients in ICU are lower than before.

The protocol used in the first wave is still valid and good to use.

The State has opened C4 (Critical Care Coordination Center) for information on transferring patients to facilities with open beds.

ALS Protocol

The State has an ALS Protocol orientation for those needing to take the ALS Protocol examination, which can be completed online.

MIEMMS

MIEMMS has communicated to hospitals that PUI patients who are not to be kept outside. It is illegal and should not be tolerated.

COMAR training of EMS practitioners is a responsibility of the hospital.

Protocol

Maryland State Police will soon be able to offer whole blood transfusions to patients during helicopter transports.

Nursing Homes

The mandate for visitor testing does not apply to EMS.

Refusals

Providers should be mindful of wording when speaking to patients who need to go to the hospital. Use wording that doesn't leave the decision in the patients' hands.

Question Asked: "Any idea when the MSP will begin the whole blood transfusions?"

Dr. Fillmore replied: Possibly in the next 3-4 months.

Question Asked: "Are the vaccines going to be stored locally?"

Chairman Johnson replied: To clarify, the Pfizer vaccine will not be coming to the Health Department because that has been earmarked for hospitals and the long-term care facility pharmacy partnership. Frederick County has a contract with a local biopharmaceutical storage and handling vendor in Frederick County to handle any cold chain management storage needed.

Dr. Fillmore added that he did not think the vaccine would be shipped to any location that has not verified that they have cold storage available.

C. Fire & Rescue Division Director, Chief Tom Coe

COVID

Currently have 39 first responders in some form quarantine or isolation, 10 of which are positive.

Fire & Rescue stands at the ready to have personnel vaccinated and support the Health Department vaccination clinics with ALS providers.

Apparatus

The ambulance purchased through the CARES program has arrived and will be going to the Spring Ridge Fire Station.

Pre-engineering conference for the command vehicle was completed today.

Looking forward to the pre-engineering conference for Truck 23, Truck 5 and Engine 291, which will be held after the first of the year.

Training

RC 29 will start on 1/4/21. Graduation will be in early July. This class will help us outfit the Northgate Fire Station as well as the service improvements to the Guardian Hose Company in Thurmont.

Recruitment program is still open. Applications will be accepted until 1/4/21.

Northgate Fire Station

Office trailers have been moved to site. Waiting on permitting a few items to be finalized.

FY22 Budget

Staff are busy working on completing the FY22 budget, which is due by then end of this week.

Fiscal Manager

Rebecca Moreland has been hired as the new Fiscal Manager.

Kevon Fox Retirement

Congratulations to Kevin Fox on his retirement on Dec. 31st.

D. President, FCVFRA, Alan Hurley:

President Hurley stated that he did not have anything to report for the December meeting.

E. Local #3666, President, Stephen Jones:

President Jones stated that he did not have anything to report for the December meeting.

VIII. COMMITTEE REPORTS

A. Volunteer Fire and Rescue Association, Director, Kevin Fox:

Operations Committee

The Operations Committee will meet virtually on December 15th.

CARES Funding

Reimbursement continues. To date reimbursements have been over \$1 million, back to volunteer companies for business interruption as a result of the pandemic.

Funding Matrix Audit

SCH and the Division of Internal Audit are preparing the final report.

County Finance Regulation Workgroup

The County Executive signed off on the Amendment to the Finance Regulation, which will be effective for FY22.

ImageTrend

The process is going well now. Report completion has improved over the last couple of weeks.

Retirement

I will be retiring on December 31st. It has been a pleasure and you have been a great group to work with.

B. EMS Committee

No report.

IX. DISCUSSION ITEMS

A. Old Business

Accreditation Update

Process is complete. With all companies participating, we have 17 departments that are fully accredited, 3 who were conditionally accredited, 1 in warning status and 3 that have failed.

Chairman Johnson presented a proposal to modify the process to verify compliance with Frederick County Code §1-2-67 (H), colloquially known as “Accreditation” for volunteer fire and rescue companies. If passed this modification would be for the review of the 2021 books.

Discussion ensued regarding the proposal. Battalion Representatives and President Hurley are to present this proposal to the Battalions and the Volunteer Association for final input at the next meeting.

Journeyman Proposal

Discussion on courses of action 5, 6 & 7 of the proposal.

- 5. Once members complete all Apprentice level training they may progress to Journeyman status training (DFRS SOP 5.00.03 IV.A.5 Technician I required for Journeyman status, {IV.A.6 Technician II preferred}, Safety and Survival, Arson/Detection for First Responder, Car Seat Tech, Truck Company Ops, station approved driver program).**
- 6. Journeyman Firefighters may work as part-time Frederick County DFRS employees to cover OT and leave positions (at a base salary and benefit level commiserate with similar Frederick County arrangements for casual employees, and following successful CPAT/Psych Eval process).**

Chief Coe expressed his concerns on how the hiring process integrates into flow of this proposed journeyman process. Before the CPAT process, a written test is completed. We have to think about how we integrate the background process and most importantly the field training process.

- 7. DFRS will provide all the training needed for volunteers to reach Apprentice and Journeyman status, and modify the content of their recruit classes to reflect the training recruits already have (i.e. they will not re-teach FF/VME/EMT/EVOC/HazMat - recruit class will focus on KSA proficiencies required to be a County employee in the fire/rescue service).**

Question Asked: “They wouldn’t have to go through an academy”?

Chairman Johnson replied: That is correct; they would be obtaining the training as they worked along according to those various SOP’s to obtain the training.

Question Asked: “What kind of situation would the department have to be in to host a pop-out class?”

Chief Coe replied: There's a lot of situations that could drive it. Financial drivers exist; personnel deficits could be a driver that forces a pop-out class. Recruitment of a pop-out class would need to identify a base level of training prior to the running of a class.

Board to review items 8 and 9 for discussion at next meeting.

B. New Business

Fire/Rescue Planning Workgroup

Chief Coe stated that he did not have an update from last month. Working to finalize names and expect to have the committee started immediately following the first of the year.

Billing for Ambulance Transport Fee Program Proposed FY22 Rules and Regulations

Chief Fox stated that this document was developed by a committee that was appointed by President Hurley. That group has approved of the proposed changes. This document was last modified in FY20, when a third tier was added to the billing process.

Question Asked: "Has this gone through the Volunteer Fire and Rescue Association?"

Chief Fox replied: Yes, it was approved by the Executive Committee and given with their authority to move forward to this body.

Chief Nalborczyk added that this is a compilation of issues that have been brought to the Executive Committee who receive requests for use of funds.

Chairman Johnson noted that this was not on the Agenda as an action item and asked "Do you want to vote on this tonight?"

Chief Fox replied: I would like to, if we could.

Discussion ensued regarding the changes to the document.

Motion to accept proposed changes to Billing for Ambulance Transport Fee Program FY 22 Rules and Regulations: Moved by Susie Nicol
Seconded by David Remsburg

VOTE: YES: 6 NO: 1 ABSTAIN: 0 PASSED

Exemption request for the New Market Volunteer Fire Company – FY21 Billing for Ambulance Transport Fee

Chief Fox explained that New Market has submitted a request for use of Transport Fee revenues to purchase a fire engine. After research with the Finance Division, it was revealed that they were currently using Transport Fees to purchase a declared first responder unit, which was actually their first unit. These vehicles remain as the first responder for a 5 year period. Engine 152 is committed currently through FY22. This information was presented at the Executive Committee meeting in November and at that meeting, the FCVFRA Executive Committee moved to support New Market by allowing an exemption of the single first responder unit.

Chief Nalborczyk added that they are asking for 50% as the first responder calls that was just presented and also noteworthy, we do own our own transport ambulance and house a county reserve we use as a second ambulance. Through the purchase of this used pumper to replace our second engine asset, we have been able to reduce our fleet.

Question Asked: “Since what we just did passed, is there a need for us to act on this request”?

Chief Coe replied: The EMS Billing Regulation that you just endorsed, that will be sent to the County Executive, takes effect July 1, 2021 for FY22. Company 15 has already made the purchase, so an exemption would be in order for FY21. They need this exemption to make sure the purchase is valid.

Motion to approve exemption request: Moved by Susie Nicol
Seconded by Gunnar Pedersen

VOTE: YES: 6 NO: 1 ABSTAIN: 0 PASSED

X. ACTION ITEM

Accreditation Update - § 1-2-60 Ordinance Change

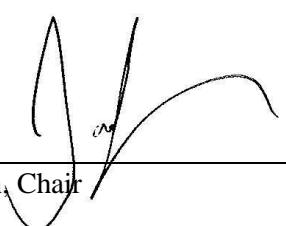
Motion to approve: Moved by David Remsburg
Seconded by Susie Nicol

VOTE: YES: 7 NO: 0 ABSTAIN: 0 PASSED

XI. ADJOURNMENT

The meeting adjourned at 8:33 p.m.

APPROVED

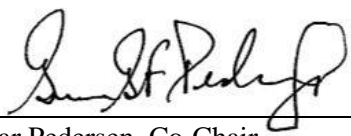


Todd Johnson, Chair

APPROVED

1/11/2021
Date of Approval

APPROVED



Gunnar Pedersen, Co-Chair

APPROVED

1/11/2021
Date of Approval